Attachment #4

What is the ADC?

The Application Deployment Checklist (ADC) is a tool used to guide you through the application deployment process. All web-based applications hosted in EPA's National Computer Center (NCC) in Research Triangle Park, NC are required to complete an Application Deployment Checklist. The Office of Technology Operations and Planning (OTOP) uses this checklist to determine if your web application is compatible with EPA's central web hosting environment.

How do I know if my application requires an ADC?

You must submit an application deployment checklist if your application will run on a server located in EPA's National Computer Center. This includes:

- All public access applications (Internet)
- All Intranet applications hosted in the NCC
- All applications that access a database in the NCC

How do I submit an ADC?

If you would like to submit a new ADC, use the on-line ADC submission page.

What happens once I submit an ADC?

Once you submit an ADC, a Project Coordinator will contact you to set up a teleconference to discuss your application. The Project Coordinator will notify you via Email within 48 hours of receiving your application. Review of your application will begin after a teleconference and we have all necessary information from you. We will conduct three separate reviews of your application during the ADC process. These reviews include:

- Initial Review
- Staging Review
- Production Review

A security plan or certification is required for each application. While the design teams are reviewing your application, the security representative will review your security plan. If you do not know if you need a security plan, please contact the security representative assigned to your application or visit Security Plan Requirements for more information.

How long will it take to review and approve my application?

Each application is unique. The time it takes to review, approve, and deploy your application depends on the complexity of the application, compatibility with EPA's shared hosting environment, and conformity to Agency policy and standards. It also depends on where you are in the development cycle when you submit the ADC. The time it takes to review and deploy your application can be significantly reduced if you submit the ADC during the planning phase of your application. In general, a complete review of a moderately complex application with good

conformance to Agency standards and compatibility with EPA's shared environment should take approximately six weeks.

What can I do to help the deployment process?

All applications hosted in EPA's central computing environment must use technologies and configurations that conform to Agency policy and standards. To help the application deployment process you should:

- Adhere to EPA's web application policy and standards
- Develop your application using supported web technologies
- Follow Agency guidelines in the EPA Web Guide
- Place an order for Application Support Services (XS)
- Submit an approved Security Plan or Security Certification early in the process

Is there someone I can reach if I have a question?

ADC Process Overview

This gives a brief overview of the ADC Process and the three stages an application goes through to be reviewed by four groups. Return to ADC Process Flow.

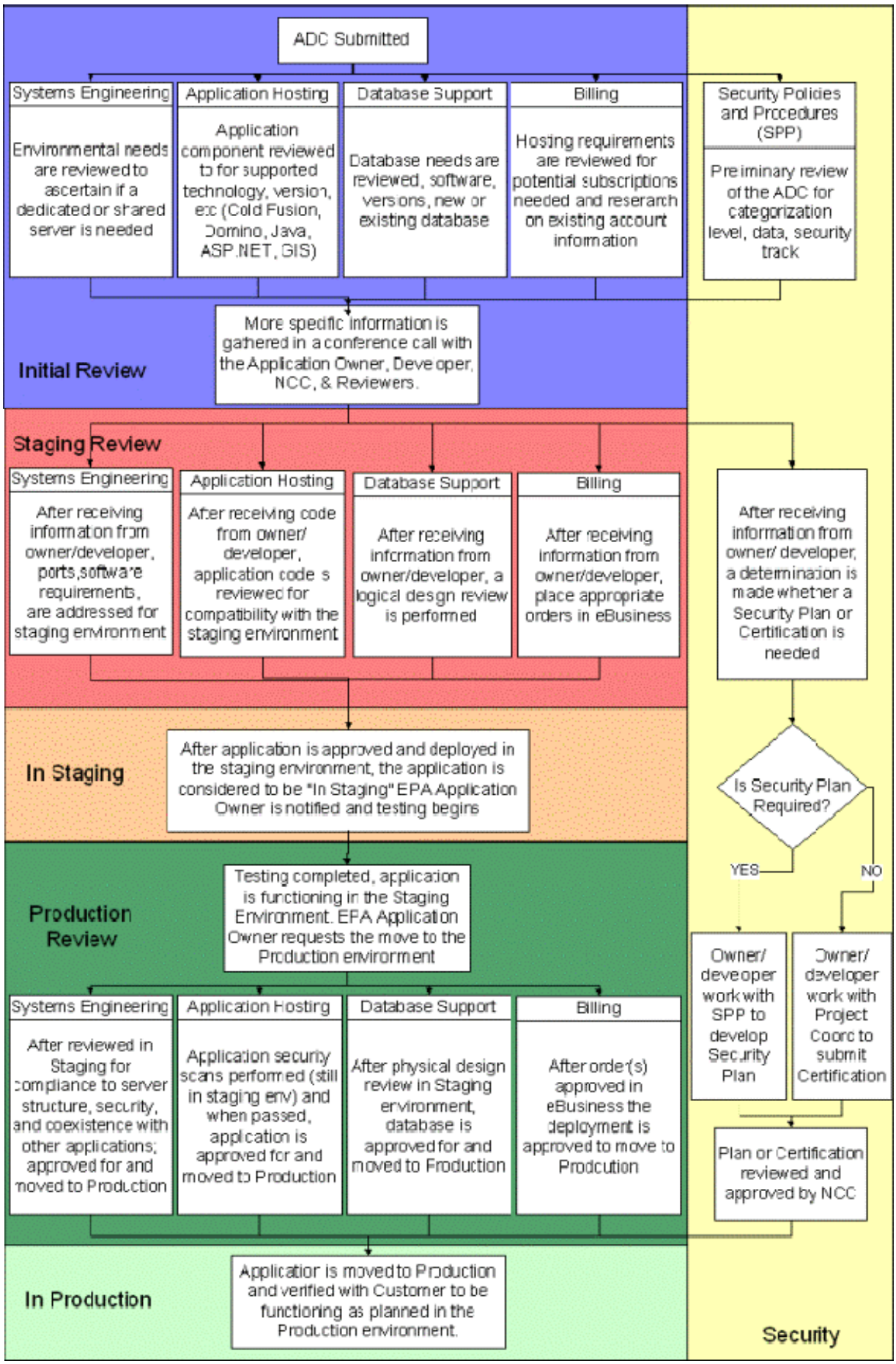
The Three Stages of Deployment

Initial	This begins after you submit the ADC online form and ends after an initial conference call. During this step we all read about your ADC, talk about it, and try to reach a common understanding of what is needed to successfully deploy your application as quickly as possible without compromising security or the stability of the servers. We also determine if NCC supports the technologies that you plan to use. Because we look at things with such a wide range of requirements, we basically customize this review to your application.
Staging	We put things in this environment to be sure it's ready for the production environment. The two environments are almost identical. There is a review before putting it in the staging environment. How long it stays there, and how many changes it goes through, determines to some extent, how thorough the production review needs to be.
Production	A second review is conducted before your application is allowed to go into the Production environment.

The Systems Engineering Group (SEG), Application Hosting Group, and Database Support Services (DBSS) groups typically have parts in all the steps of the process. Security goes through its own process and must be completed before final approval is given to go into Production.

The Four Reviewing Groups

Group	Area of Review
Systems Engineering Group	Looks at the operating system, ports, hardware, capacity, and other infrastructure issues.
Application Hosting Group	Looks at web application hosting issues.
Database Support Services	Looks at the database. Note: This would be the Domino Group for Domino/Lotus Notes applications.
Security	Reviews the security plan and the need for a plan. If you determine that a plan is not necessary, then your ADC Coordinator will work with you to complete a Security Certification.



ADC Moved to "Closed/In Production"

Frequently Asked Questions

4. How does a Java code review work?

ADC General

What is an ADC?

The Application Deployment Checklist (ADC) is a system for facilitating deployment of applications to be hosted at the EPA National Computer Center (NCC). It provides a central location for documenting communication and is the preferred venue for keeping the project team members all on the same page.

When does someone need an ADC?

Following are the reasons for opening an ADC:

- New application.
- Removing/archiving an application too old to already have an ADC.
- New technology added to existing application (ColdFusion, Java, Web interface, reports, etc.).
- Moving application to new environment, such as regional to centralized, intranet to public, or intranet to extranet.
- More than 10% of data structure changes or more than a few new tables are added.
- New feature, function, or database links added.

What is an Initial Review, and what happens during the Initial Review?

The Initial Review stage begins with the EPA Application Owner submitting a new ADC and ends after the initial teleconference.

During the initial teleconference, the application deployment team reviews the ADC and tries to come to a common understanding of what is needed to deploy the application expediently without compromising the security or stability of the existing environment. In addition to gathering requirements, the group discusses any applicable security, technical, and administrative issues. Following are examples of initial requirements that may be discussed:

- Architectural diagram(s).
- Technologies used (Oracle, OAS, Java, ColdFusion, etc.).
- New hardware.
- Schedule.
- Security track (plan, certification, addendum).
- Shared or dedicated environment.
- How code should be transmitted to staging.
- Any code reviews that'll be needed.
- TSSMS accounts required.
- Database logical and physical design review.
- Space requirements for application code and database.

What happens during the production review?

- All members of the CSC technical team involved in the ADC, including the Security representative, must approve their "Milestones" in the ADC online, indicating that they have conducted their second review and approve moving the application to production.
- Written (e-mail) approval of the application owner is required to deploy into production.
- Written approval of the NCC POC is not required, but is recommended.
- The TPM verifies that the application is ready for production and notifies the technical team to proceed with deployment to production.

How does code get deployed to production?

- **For Oracle Application Server (OAS) apps** - application owner sends an e-mail to the OAS rep and DBSS OAS.
- **For Java (non-OAS) apps** - application owner completes the Java Deployment Request Form.
- **For databases** - application owner sends an e-mail to the DBSS rep.
- **For other apps** - visit the EPA Web Guide to Deploying an Application in the EPA Environment for more information.

What is TSSMS?

Time Sharing Services Management System (TSSMS - pronounced like "tiss-miss") is a mechanism for tracking server resource usage for billing purposes.

Who needs TSSMS?

Application owners usually need TSSMS accounts for their applications to use server resources, so that they can be billed appropriately.

How does one get a TSSMS account?

If the application owner doesn't already have a TSSMS user ID, he/she requests one from the ADP Coordinator, and the password is sent by postal mail. The customer gives the ADP Coordinator the user ID and appropriate server hardware code(s) , such as U11 for the *iasdev* server, ORC for Oracle, etc. The ADP Coordinator creates new TSSMS account(s) with the hardware code(s). The ADP Coordinator associates the customer's user ID with the TSSMS account(s). More than one TSSMS account may be needed for an application if it uses Oracle, one for Oracle and one for the server.

EPA employees can find out who their ADP Coordinators are by calling the EPA Call Center at 1-866-411-4EPA (4372).

Note that the *ADP* Coordinator who helps with TSSMS accounts should not be confused with the *ADC* Coordinator described below, who assists in coordinating the deployment of applications.

How is the Technical Project Manager (TPM) involved in decommissioning an application?

- Directs the application owner to the application decommissioning URL: http://intranet.epa.gov/webmast3/webguide/adc_decommission.html.
- Copies e-mails to ADC Coordinators.
- Monitors the ADC Summary Status for each group's decommissioning status.
- Follows up, when necessary, with the NCC POC, Application Owner, and other involved parties on the status of the decommissioning.

ADC Roles

What is the Project/ADC Coordinator's Role, and how is the Project Coordinator contacted?

- Handles the initial tasks for new ADCs, including confirmation and welcome letters.
- Schedules and facilitates the initial teleconference; writes and distributes meeting summary.
- Sets up subsequent technical meetings and, when required, prepares meeting summaries; TPM typically facilitates meetings after the first.
- Assists the Technical Project Manager in coordinating the progress of an application deployment.
- For speediest response, contact the ADC Coordinator by e-mailing ADC Coordinators via EPA Notes e-mail or coordinators.adc@epa.gov via Internet. For best results, avoid sending ADC-related e-mails to Coordinators' individual mailboxes, and begin the e-mail subject with the ADC number and short name, followed by a brief description of the message.
- Make sure to include ADC Coordinators (coordinators.adc@epa.gov via Internet) on all meeting invitations related to the ADC, even if ADC Coordinator participation is not required.

What is the Technical Project Manager's (TPM) role?

- Provides the NCC Point of Contact (POC), EPA application owner, developers, and technical staff with one contact point for first-level coordination of all aspects of the application deployment.
- Tracks all aspects of the deployment with the application owner, developers, and technical team, as well as across affected groups, such as Telecom, Security, Web Hosting, and Database.
- Coordinates purchase of new hardware and/or software needed to support the deployment.
- Should be included on all e-mails and meeting invitations pertaining to the ADC.

What is the NCC Deployment Manager's role?

- Stephen Fogarty, US EPA Federal Staff.
- Provides overall project management oversight to the ADC process on the EPA side.
- Assigns NCC Points of Contact (POCs) to ADCs.

What is the NCC Technical Point of Contact's (TPOC) role?

- Member of US EPA Federal staff responsible for EPA application customer support.
- Provides federal coordination of the ADC process.
- Discusses working capital and other financial issues with the application owner.
- Assists in determining the security path of the ADC.
- Approves security certification if one is used.

What is the role of the EPA Application Owner?

- Member of US EPA Federal staff.
- Financially responsible for the ADC.
- Defines the concept of the application and provides initial requirements to the development team.

What is the Lead Developer's role?

- Engaged by the EPA Application Owner to develop the application.
- Ensures that application code complies with EPA standards.
- Collaborates with EPA Application Owner to design the application to fit within the NCC environment.
- Works with CSC ITS-EPA technical staff to deliver code to staging environment and remediate any issues uncovered during code reviews.

What are the main reviewing groups?

- **Systems Engineering Group (SEG)** - responsible for the operating system, ports, hardware, capacity, and other infrastructure issues.
- **Internal Services Group (ISG)** - determines if there are any Web application hosting issues and sees to it that any issues are resolved.
- **Database Support Services Group (DBSS)** - reviews the database, if applicable.

What is the Technical Reviewer's role?

- Works with the development team to acquire code.
- Performs the code review for compliance with the EPA's Web Guide standards.
- In many cases, deploys the application into the NCC's environment.

Who is the ADC's DBSS Technical Consultant?

Refer to this list of DBSS Consultants and their assigned applications.

http://cfint.rtpnc.epa.gov/otop/resources/dbss/TC_Listing.cfm.

This information is also listed online in each ADC.

ADC Security

What is the role of the CSC Security Policies & Procedures (SPP) Staff?

- Assists with assessing what security track the ADC needs (plan, addendum, or certification).
- Reviews Security Plans to determine if security measures are properly documented as described in the ADC.
- Identifies potential impact of the application on the NCC central environment and provides recommendations.

What is the ADC security procedure?

The application owner works with the CSC ITS-EPA Security Group to determine the application's categorization level. NIST 800-60 (Vol.1, Vol. 2, Changes), *Guide for Mapping Types of Information and Information Systems to Security Categories*, and FIPS199, *Standards for Security Categorization of Federal Information and Information Systems*, provide information for determining the application's category - high, medium, or low. Currently, the NCC cannot host applications rated high (i.e., classified information or information that could cause grave danger if released).

A moderate security level application must have a Security Plan of its own or an addendum to a primary application's plan.

With a categorization of low, applications generally associate with the GSS plan or another application's Security Plan. They need to request security certifications. The application's Project Coordinator will forward the security certification Web link to the application owner. The application owner's director **must** e-mail the completed security certification form to the **ADC Security** e-mail box. A full-blown Security Plan is acceptable for a low-level application but is not necessary.

NIST 800-53 (Main, Annex 1, Annex 2, Annex 3), *Recommended Security Controls for Federal Information Systems*, outlines the controls that need to be documented in the Security Plan.

NIST Special Publication 800-18 Rev. 1, *Guide for Developing Security Plans for Information Technology Systems*, contains the guidelines for creating a Security Plan and includes a sample plan.

Security Policy and Procedures (SPP) NCC Security Operations Center (NSOC) will advise the application owner in writing and revising the Security Plan or addendum to meet all requirements.

The complete Security Plan or addendum package contains three signature pages. The application owner will collect these signatures after the Security Group has determined that the plan or addendum meets all necessary criteria.
The Information Management Officer (IMO) signs an *Approval of Security Plan* page.

The individual who is in charge of financing the application, usually the Division Director, signs the *Authorization to Operate*. This step is unnecessary for an addendum if the application is in the same management chain as the original Security Plan's application.

Finally, the *Assignment of Security Responsibility*, which designates someone to ensure compliance for the Security Plan/addendum, is signed by the application owner, Division Director, or Group Director. This document is written along with the rest of the Security Plan or addendum.

The complete Security Plan, addendum, or certification must be in place before the application goes into production. To be considered complete, a Security Plan or addendum needs all signature pages attached.

The complete security package, including all signature pages, must be sent to Records Management.

When e-mailed, a security plan *must be encrypted*, since it contains sensitive information on how an application will be protected.

For additional information, see the following links:

- Security Planning Package Components Presentation
- EPA Web Guide to Security Plans
- IT Security Plans Questions & Answers

How is a firewall rule-change request submitted?

The ADC's TPM can initiate a firewall rule-change request (FRR) with CSC Security. To expedite an especially urgent firewall rule change need, the application owner should contact his/her ADC's EPA TPOC.

Using the ADC System

How does someone get access to the ADC system?

Customers can create ADCs without need for a login by using the following link:
http://cfint.rtpnc.epa.gov/adc

How are the various ADC status terms defined?

- **Open Coordinator Review** - From the time of the complete ADC submission until the ADC coordinator reviews it.
- **Open Initial Review** - From coordinator review until the initial teleconference.
- **Open Staging Review** - Begins after the initial teleconference, and ends after SEG, ISG, and DBSS or Domino complete their initial review of the application and work with the developers to install code into the development environment.
- **Open In Staging** - Begins after the application has been installed on a development or staging server, and ends when the developers feel it's ready to move into production.
- **Open Production Review** - Begins with request to move into production, and ends after all reviewers, including security, give their approvals to move into production.

- **Open Awaiting Customer Response** - Any situation resulting in a long delay or delay of uncertain time, during which time CSC can take no further action. This may include funding problems, contract problems, personnel changes, or priority changes.

- **Closed In Production** - Application has been moved to production.

- **Open Archived** - Application in the process of being decommissioned.

- **Closed Archived** - Applications that either existed before the ADC system launched or that have been taken out of production.

- **Closed Disapproved** - The NCC took action during the Open status because of a major issue that isn't likely to be resolved.

- **Closed Inactive** - Application owner has taken action during the Open status due to inability to continue for some reason.

How does the ADC status get changed in the ADC system?

The TPM should send an e-mail to ADC Coordinators requesting that they update the ADC's status.

Technology

What technologies are supported at the NCC?

- .NET/ASP (Microsoft)
- Business Objects
- CDX
- ColdFusion
- Documentum
- Domino
- ECMS
- EPA Portal
- Identity & Access Management
- Informatica
- Java
- Mapping
- Oracle Application Server
- Oracle Database
- Verity

What is a VDD?

Lockheed Martin (LM) developers provide a Version Description Document (VDD) with each of their applications. It contains detailed information on how to deploy the code. Only LM provides VDDs, and the CSC technical team finds them extremely helpful to successfully deploying an application.

How should ADC developers deliver their code?

The TPM or Project Coordinator should ask the CSC technical reps during the initial teleconference how they would prefer code delivery to take place. This way, the developer and customer can submit any necessary forms requesting access to servers before they have the code ready.

How can someone get FTP access to the ColdFusion staging servers?

From within the EPA network, the application owner should complete and submit the form located at:

http://yosemite.epa.gov/OEI/webguide.nsf/accessrequest.

He/she could also access a form externally at http://www.epa.gov/ccss/accessrq.txt, which requires copying and pasting text into an e-mail and entering requested information. Follow the instructions on where to e-mail the request form, and use ACCESS REQUEST as the subject line.

Both of these forms indicate that they are to request access from outside EPA only, but they are used for both internal and external FTP requests.

What database environment is supported by the NCC?

The database environment currently supported by NCC applications is Oracle.

What Oracle products are currently supported?

Find a list of currently supported Oracle products at this EPA intranet link:

http://cfint.rtpnc.epa.gov/otop/resources/dbss/OracleMemoranda.cfm.

What is AAA?

Anytime Anyplace Access (AAA) is the EPA's preferred remote access solution. Developers who are outside the EPA network often use AAA to upload code to staging and update databases.

What special processes are in place for Domino applications?

- Agency personnel with third-party contractors/developers who need access to EPA Domino servers for authorized development purposes must submit a Notes Cross-Certificate Request form. The purpose of this form is to initiate an official request for a cross-certificate between the Lotus Notes hierarchy DSVR/RTP/EPADOM and a non-USEPA/US Lotus Notes ID. This request may only be initiated/submitted by US EPA personnel. Please visit the following URL for detailed instructions and the request form:

  http://basin.rtpnc.epa.gov/admin/acsreq.nsf.
- Visit the EPA Domino Web Guide for more information on Domino applications.

When should a dedicated environment be considered, as opposed to using the shared environment?

While most customer applications can be housed without difficulty on a shared system and application environment in the EPA NCC, some - due to their complexity, vendor software, and/or system requirements - require dedicated servers and environments.

If an application has specific needs that would make it unsuitable for deployment to the shared environment, the owner can acquire a dedicated environment via the Distributed Systems Custom Services: UE.

Some possible reasons that an application would require a dedicated environment:

- The application has been developed for and/or requires the use of a different application server environment than what is used in the shared environment.
- The application has performance requirements or hardware needs that are incompatible with the shared environment.

Note that a dedicated environment generally involves considerable expense to the customer.

What are the requirements for a dedicated environment in the NCC?

Find complete requirements for a dedicated environment at the following link:

http://intranet.epa.gov/ncc/documentation/adc/customer_apps.html

Among other things, dedicated environments must have a runbook. A runbook details administrator response to application failures. It includes application debugging and restart information as well as customer contacts and their notification preferences. The Web & Application Hosting (WAH) group will work with the application owner and developer to create the runbook. A sample runbook is available at

http://intranet.epa.gov/ncc/documentation/adc/sample_runbook.htm.

If a Standard Configuration Document (SCD) is not yet available for the operating system or software intended for deployment onto the system, the application's TPOC will work with the WAH group to develop an appropriate SCD prior to the environment going into production. Testing and reconfiguration may be required as part of this process. The application owner must provide copies of the software to the WAH group for this testing.

What kind of Java environment runs on the NCC's shared application servers?

The Java shared services application server environment at the NCC is JRun 4. It is a Java application server produced by Adobe/Macromedia, and is fully compliant with Java 2 Platform, Enterprise Edition (J2EE). It is compatible with many Java development tools, and incorporates full support for JDBC "thin-client" and OCI database connectivity, providing a robust interface to the Oracle platform. Visit the Java - Programmer's Web Guide for the EPA Environment for more information. Since the Java shared environments use JRun for application deployment, it is advisable to design, develop, and plan to deploy Java applications to operate within this framework.

What is Business Objects?

BusinessObjects XI is a business intelligence (BI) platform that delivers a complete set of BI capabilities. BusinessObjects XI helps track performance, understand business drivers, and manage business through:

- Performance management: Match actions with strategy.
- Reporting: Access, format, and deliver data.
- Query and analysis: Self-serve analysis for users.
- BI platform: Manage BI tools, reports, and applications.
- Data integration: Access, transform, and integrate data.

Visit the EPA Business Objects Web site for more information.

What is Informatica?

Informatica is EPA's standard extract, transform, and load (ETL) tool. ETL is the process of extracting data from source databases; transforming the data, which includes cleansing, aggregation, summarization, integration, as well as basic transformations (e.g., 1 becomes "Male", 2 becomes "Female"); and loading the data into some form of a data warehouse (enterprise data warehouse, business area data mart). These three database functions are combined into Informatica to pull data out of operational data sources (ODS) or external data sources and place it into target databases. ETL processes enable migration and integration of data from many sources into a single database and also can be used to convert databases from one format or type to another.

Specifications driving the ETL processes are typically stored in a metadata repository and are used to generate scripts to build and populate the data warehouse. In a data warehouse environment supporting multiple data marts, the central metadata repository provides a "single version of the truth" for defining enterprise-wide ETL objects such as, source data definitions, schemas for target databases, and transformation rules that convert source data into target data. Data mart developers will share and reuse definitions and models from the central metadata repository to ensure that all data marts conform to standard definitions for enterprise-wide objects. Informatica tools automatically generate and maintain a central metadata repository, which many data warehouse practitioners consider the heart of the data warehouse.

Visit the EPA Informatica Web site for more information.

Code Reviews

What is a code review, and why is it necessary?

Code reviewers use special software and/or their own expertise to scan application code, looking for security holes and verifying the code meets EPA standards. Java, ColdFusion, ASP.net, and databases all require reviews.

How long does a review take?

Code needs to be frozen for review at least two weeks prior to production, so please build this into the schedule. The two-week window allows for the probability that other apps are already waiting in the queue. It also allows time for developers to fix any problems uncovered during the review and for the application to be re-scanned after the code changes are in place.

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How and when is ColdFusion code review initiated?

The ColdFusion group will automatically perform the necessary reviews when the code is submitted, before it is put into staging.

How does Java code review work?

The application owner needs to request code review two weeks prior to the desired deployment date. During the review period, the code is frozen. Developers cannot make any changes unrelated to the review process after the review is initiated.

The code review form can be reached at the following link.

http://intranet.epa.gov/java/forms/app_review.jsp

The application's developer will probably need to assist in completing the form, but the form needs to be e-mailed from the application owner.

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Application Deployment Checklist

BAP Test: Blank ADC Printout Test

BASE ADC

A. Application and Contact Information

ADC Number: 1683

NCC Point of Contact: Stephen Fogarty (919-541-5127)

Date Submitted: 02/03/04

Application Name: Blank ADC Printout Test

Concise Application Name: BAP Test

Application Description:

Application description
Access Type: Public Access/Intranet/Extranet

Technology:

Public Access: Yes
Intranet: Yes
Extranet: Yes
Documentum: Yes
ECMS: Yes
DB2: Yes
Informatica ETL: Yes
WAM: Yes
Notes Client: Yes
Oracle (new database): Yes
Oracle (existing database, no modifications): Yes

Oracle (modifies existing database): No
Oracle Application Server: No
Oracle Application Server: Yes
Oracle Developer Server: No
CDX: Yes
EPA Portal: Yes
ColdFusion: Yes
Java: Yes
Microsoft ASP/.NET: Yes
BO: Yes
Domino: Yes
Verity: No
Internet Information Server (IIS): Yes
Netscape/iPlanet Server: Yes
Oracle Transparent Gateway: Yes
Oracle Procedural Gateway: Yes
FTP: Yes
Telnet: Yes
SecuRemote: Yes
CGI Scripts: Yes
Mail.CGI: Yes
Server Side Scripts: Yes
AIX: Yes
Compaq Tru64 Unix: No
UNIX/Linux/Solaris: Yes
Windows Server: Yes
MapObjects Server: No
ArcIMS: Yes
Other GIS: y
Shapefiles: Yes
ArcSDE: Yes
OracleSpatial: Yes
Other Spatial: None

Other Technology Used By the Application:
(Not Provided)

EPA AAShip: Office of the Administrator

Full EPA Organization: OA

eBusiness Account ID:

Application Owner Information:

Jessi Lind
79 Alexander
RTP NC 27709
767-7489
lind.jessi@epa.gov

Application Developer Information:

Jessi Lind

79
rtp nc 27709
919-767-7079
lind.jessi@epa.gov

Additional Contact Information: (None Provided)

Application Categorization Level: (None)

Status of Application Security Plan: (Not Provided)

Date Security Plan Completed and Approved: (Not Provided)

B. Background and Schedule

Requested Production Date: 07/05/01

Life Expectancy: 2

Future Update Plans:
(Not Provided)

Data Standards:

Does the application meet the relevant EPA Data Standards requirements? No

Please indicate all EPA data standards that apply to this application:
Calendar Date -- No
Economic Classification (SIC/NAICS) -- No
Latitude/Longitude -- No
Chemical Identification -- No
Biological Taxonomy -- No
Facility Identification -- No

Were any other data standards found within the Agency, another government body, or industry used in this application?
No

Were there any data standards that you needed but were not found?
(Not Provided)

Extranet:

Does this application involve data submission from entities outside of EPA, such as States, Tribes, or regulated industries?
No

Will this application interface with the EPA's Central Data Exchange (CDX)?
Yes

Please describe the method of interface with CDX:
(Not Provided)

CDX Representative: Unknown

C. Central Environment Services

Owner TSSMS Account: None

New TSSMS account(s) needed for application users?: (N)

Disaster Recovery Plan: Not needed

OS Version: (Not Provided)

Interfaces and Protocols:
(Not Provided)

User Interface:
(Not Provided)

Local Program Interface:
(Not Provided)

Remote Program Interface:
(Not Provided)

Telecommunications Protocols:

(Not Provided)

Special Hardware:
(Not Provided)

Disk Space Requirements:

Staging Disk Space (Application): 2

Production Disk Space (Application): 2

Staging Disk Space (Database): 2

Production Disk Space (Database): 2

Special Communications Requirements:
(Not Provided)

Production Processor Capacity Requirements:
(Not Provided)

Application Delivery Technique:
(Not Provided)

Backup Requirements:
(Not Provided)

Application and File Cleanup and/or Maintenance Requirements:
(Not Provided)

Application Monitoring Requirements:
(Not Provided)

Identify Any Application Performance Requirements:
(Not Provided)

Anything else you would like to convey about your application that has not been covered by this checklist:
(Not Provided)

DOMINO SUPPLEMENT

Host Server: xxxdx

Host Directory: xxxx

Region/Office: xxxx

Database Information:

	File Name	Initial File Size (MB)
Database 1:	test	2
Database 2:	(Not Provided)	(Not Provided)
Database 3:	(Not Provided)	(Not Provided)
Database 4:	(Not Provided)	(Not Provided)

Additional Database Information: (Not Provided)

Will this application be developed by a contractor? Yes

Will there be development support available for the life of the application? Yes

Anchor page URL: (Not Provided)

Unique/Special Requirements:

☐ Discussion Database	☐ Non-scheduled agents	☐ Scheduled agents
☐ Full-text Index	☐ RDBMS Connectivity (DECS)	☐ SSL
☐ Mail Routing	☐ Registration Database	☐ Web Authentication

Other unique/special requirements or comments about items checked above:

(Not Provided)

Web interface type: Read Only

Does the application require file system level access of Domino Data directory (e.g. HTML pages in domino\html directory)? (N)

Does the application contain all HTML code and images within the Notes database? (N)

Is the application ready for implementation at this time? (N)

Do your databases all meet the minimum ACL requirements? Yes

What version of Lotus Notes was used to develop your application? 5.0x

Do you want your application to be secure? (Not Provided)

Do you want your application to be searched by the Verity search engine? (N)

DBSS SUPPLEMENT

1. Database:

Oracle Version: (Not Provided)

Oracle TSSMS Account: None

Other Database: (Not Provided)

2. Additional Database Features:

Spatial Data Option: No

Partitioning: No

Parallel Server: No

Replication: No

Advanced Security Option (formerly ANO): No

Other Additional DB Features: (Not Provided)

3. Development Tools:

Oracle Designer: No

Oracle Developer: No

Oracle Discoverer: No

PowerBuilder: No

Other Development Tools: (Not Provided)

4. Middleware Tools:

Oracle Developer Server: No

Oracle Application Server: No

Oracle Internet Application Server: Yes

Other Middleware Tools: (Not Provided)

5. Communications:

SQL NET/NET8: No

Other Communications: (Not Provided)

6. When do you expect to be ready for ...

Logical Design Review: (Not Provi

Physical Design Review: (Not Provi

Test and Acceptance Review: (Not Provi

7. Please describe any DBA service requirements:

(Not Provided)

8. ADC indicates use of an Oracle database that already exists in the NCC central environment.

Name of database: (Not Provided)

Are any changes required to the database (new or modified tables, etc.)? No

If Yes, please describe the changes that will be required:

(Not Provided)

WEB SUPPLEMENT

A. Products:

1. **What Internet Services functionality does this application require?**

   Standard Perl (version 5.xxx): No

   Additional Perl Modules: (Not Provided)

   Other Language: (Not Provided)

   Any Other Database Connectivity: (Not Provided)

   GIS Mapping:

   MapObjects IMS: No

   ArcIMS: Yes

   EnviroMapper Open Link Connections: Yes

   Other GIS Mapping Software: y

   Verity Search Engine: No

2. **Additional products not listed above:**

   (Not Provided)

3. **Special hardware or configuration to run with above products:**

   (Not Provided)

4. **Are cookies used in this application?** No

   Are these cookies persistent? No

5. Is this application Section 508 of the US Rehabilitation Act compliant? No

B. Data:

1. What type of data is being presented?

HTML Data: Yes

Database Data: Yes

Spatial Data:

Shapefiles: Yes

ArcSDE Layers: Yes

Oracle Spatial Layer: Yes

Other Spatial Data: None

Other Data: (Not Provided)

2. Target Audience(s):

Public Access:

Have Web Guide procedures been followed? No

Will all data be reviewed by an EPA official? No

Intranet:

Intranet Data Categorization: (Not Provided)

Will the data presentation need to be accessed by clients outside the Agency Wide Area Network? No

Will these external clients be coming from static IP addresses? No

Will the data be provided by developers/content providers outside the Agency Wide Area Network? No

Will this external content be coming from static IP addresses? No

Intranet or Extranet:

Does this data require more limited exposure than is currently afforded by the Agency's collaborative Intranet? No

Does this data require special encryption during transmission? (i.e., Secure Sockets Layer - SSL; or Secure Shell - SSH) No

Extranet:

Extranet Data Categorization: (Not Provided)

If static IP addresses will be used to authenticate clients:

Who will maintain the list of static IP addresses? (Not Provided)

How will these static IP addresses be expired when access is no longer required?

How many distinct IP addresses will need access? N/A

If UserID/Password will be used to authenticate clients:

Will UserID/Password authentication be handled by the application framework? No

Will UserID/Password authentication be handled by the application itself? No

Who will maintain the UserIDs and passwords? (Not Provided)

Who will revoke UserIDs? (Not Provided)

How many authenticated users will need to be tracked? N/A

How many known users are there? N/A

How many unknown users are there? N/A

3. Data Flow:

How much data flow do you anticipate between back-end servers and front-end presentation applications? (Not Provided)

How much data flow do you anticipate between the Agency server and

the clients? (Not Provided)

4. **Data Archiving Needs:**

   What needs to be archived? (Not Provided)

   When does it need to be archived? (Not Provided)

   Does data need to be archived and submitted to NARA? No

   If so, who is responsible for such archiving and submission? (Not Provided)

C. Presentation/Output:

1. **Performance:**

   Likely Performance Impacts: (Not Provided)

   How many simultaneous users is the application expected to support? N/A

   Information on Planned Press Releases: (Not Provided)

CGI CHECKLIST

CGI supplement required but the submitter elected to skip it during the ADC submission.

COLDFUSION SUPPLEMENT

1. **On which web server will your TSSMS account (**None **from Base ADC form) reside?** (Not Provided)

2. **What two TSSMS IDs will require FTP access to the ColdFusion staging server?** (Not Provided)

3. **Is this application written to use either ColdFusion MX or ColdFusion 5.0? No**

4. **Is your ColdFusion application ready to be deployed in a shared server environment? No**

5. **Does this application use any of the following tags?**

    - **CFCONTENT: No**
    - **CFDIRECTORY: No**
    - **CFFILE: No**
    - **CFOBJECT: No**
    - **CFREGISTRY: No**
    - **CFSEARCH: No**
    - **CFCOLLECTION: No**

6. **Does this application use single or multiple databases? (Not Provided)**

7. **Are the databases used central (one location) or distributed (multiple locations)? (Not Provided)**

8. **Oracle native drivers are required for EPA's central ColdFusion environment. Is your Oracle database using native drivers? No**

9. **Is the data source name referenced by variable instead of explicitly referenced? No**

10. **Are all shared scope variables locked? No**

11. **Does your application use the Fusebox methodology? No**

Decommissioning an Application in the NCC

Only the registered Application owner or his/her Division Director can request to decommission an Application.

You can deactivate, stop using, or remove your application from the NCC servers at any time. To deactivate your application, please complete the following information:

Owner Information

Name:

E-mail:

Phone:

Application Information

Application Name:

ADC Number:

URL (web page): http://

The link below can help you find ADC numbers Application names.
http://cfint.rtpnc.epa.gov/adc/reviewcenter/index.cfm?ListView=All

Select whether to delete or redirect the above URL to another web page.

◉ DELETE ○ REDIRECT

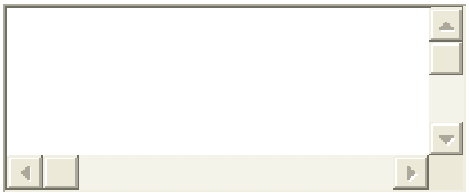
If redirect, please indicate the path.

http://

Are there any ADCs that would be impacted by the decommissioning of this application?

◉ YES ○ NO ○ PLEASE INVESTIGATE FOR ME

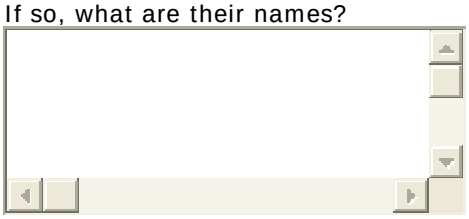
If so, what are their names?



Are there any applications that will stop working when this application is decommissioned?

(•) YES ( ) NO ( ) PLEASE INVESTIGATE FOR ME

If so, what are their names?



When would you like to decommission your application?

(•) As soon as possible ( ) Keep application running until (MM/DD/YYYY) [ ]

Would you like a physical copy (e.g. CD) of your application?

(•) YES ( ) NO

If so, Location to ship copy of application:

Address: [ ]

City: [ ]

State: [ ] ZIP Code: [ ]

Submit Reset

When your request is received, the Web Hosting Group will:

- Remove the application components from all servers
- Send a copy of the code to the owner
- Identify which TSSMS accounts the owner needs to have their ADP coordinator delete (NOTE: Deleting a TSSMS account is the responsibility of the application owner)

Billing for the application will end as follows:

- Application Support (XS) charges for the application will stop at the end of the month in which decommissioning is requested

- Application Hosting (UH) charges will stop at the end of the month in which application code is removed from the server, but no longer than 2 months following the month of the decommission request
- Disk Space (UC) charges will end at the end of the month in which the TSSMS area and all associated data is deleted (NOTE: Disk Space charges will continue until the TSSMS area is removed by the application owner's ADP Coordinator)
- User Account Registration Charges (U3), if applicable, will end at the end of the month in which the TSSMS area is removed from the TSSMS system by the application owner's ADP Coordinator

All WCF charges that pertain to technologies that are shared by another application that is not being decommissioned (e.g., a shared database) will not end unless replaced by appropriate new billing for that technology.

If you have any questions or need additional assistance, please send an e-mail to Decommissioning@epa.gov.